



Arizona Department of Transportation
Intermodal Transportation Division

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January 9, 2009

TO: ALL INTERESTED PARTIES

SUBJ: AMENDMENT NO. 3

REFERENCE: STATEMENT OF QUALIFICATION NO. 09-027
Management Consultant for Statewide Local Governments
Economic Stimulus Program
TRACS No. Various

Please see attached the questions and the responses that were received in regards to the above referenced Statement of Qualifications package.

Susan Tellez, ECS Assistant Director
Engineering Consultants Section
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AN OFFEROR MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT BY SIGNING BELOW AND INCLUDING THIS DOCUMENT AT THE BACK OF THE SOQ SUBMITTAL. FAILURE TO DO SO MAY RESULT IN REJECTION OF THE PROPOSAL.

CONSULTANT NAME

SIGNATURE

- This amendment must be included in Statement of Qualification submittal and is not included in the total page count.

ECS Contract No. 09-027
Questions and Answers
1-9-09

The following questions were received by ECS in regards to the above referenced Statement of Qualifications package. Please see below the question and ADOT's response to the question.

1. Do you know how many firms will/may be selected for this project?

Up to five firms

2. Are the existing freeway management consultants eligible to participate in this contract as well?

Yes

4. What do you anticipate to be the dollar value of the contract?

Depends on the economic package.
All contracts will begin with \$0.00. Funds will be added by Contract Modification.

5. Would a cultural resources management firm acting as a subconsultant for an engineering prime be precluded from bidding on a Phased Archaeological Data Recovery work in support of the Economic Stimulus program.

For example, the solicitation package indicated that the selected consultant would not be allowed to build what they design. As such, I assume that a selected consultant would not be able to conduct the archaeological testing and/or data recovery work it determines as required for a given Economic Stimulus project.

Addendum No. 2 addressed this issue. ADOT has the option of having the MC perform these services or using another means to have this task completed within the required specified timeframe.

6. Does the Management Consultant (MC) restriction (Pg. 2, Section 120) of not being able to perform Construction Administration (CA) on projects designed by the MC also apply to the MC's subconsultants?
For example, if Tristar did not design a project and had no involvement in the design, and is included on a Team as a subconsultant to perform CA, would Tristar be prohibited from performing the CA for that project if the Prime (MC) did complete the design for the project?

Addendum No. 2 addressed this issue.

7. Will the CA for any of the MC projects under Contract 09-27 be overseen or assigned to consultants recently selected for ADOT CA On-Call Contract(s) 08-31?

and

8. Will the CA for projects under Contract 09-27 be performed by those recently selected for ADOT Contract 08-31 when the MC did perform the design of the project and the restriction (Pg. 2, Section 120) does apply?

As John Dickson previously stated, that the work on these projects need to be performed with a specified timeframe.

ADOT will look at all available options before assigning work. Work can be may be assigned to the MC or may be assigned to the existing on-call construction administration contracts – ADOT will assign the work based on which firm can deliver the project within the specified timeframe.

9. Value Analysis/Value Engineering services are referenced in Sections 1050, 1051 and 1052. Will the Management Consultant be responsible for providing a Certified Value Specialist (CVS) team leader for these studies?

Addendum No. 2 addressed this issue.

9. Value Analysis/Value Engineering services are referenced in Sections 1050, 1051 and 1052. Will the Management Consultant be responsible for providing a Certified Value Specialist (CVS) team leader for these studies?

This is a fast track process that it may not be feasible to get a CVS but rather have a preference to have someone that has some knowledge or participated in Value Analysis process and have participated in a study before.

The following questions were received at the pre-submittal meeting. Please see below the question and ADOT's response to the question.

10. If the MC is assigned a construction administration project. If the CA lasts longer than the year term. Will be work be reassigned or will the consultant be allowed to complete the project?

Yes they will continue until they complete the project.

The original contract period is for one year. Contract may be renewed on an annual basis for up to three years.

11. There are a number of projects on the Local Government 24 Month Schedule. Are they candidates for the Economic Stimulus Program?

Any Local Government project that we deliver within the timeframe could be a candidate.

12. What is the relationship with FHWA, ADOT and the MC in this process?

It is the normal process. We still need to coordinate with FHWA to get funds authorized. In the end, before we can advertise the project we need to certify that we have the clearances, that we have the bid ready package and it is ready for advertisement.

13. What flexibility will there be to make substitution in your project team?

The project team is part of the selection criteria. A firm is awarded points based on the team that the team they propose.

As a result, if a firm list an individual as a key individual and they were awarded points based on that individual, this firm must maintain this individual through the life of the contract.

If for any reason, this individual should leave the organization, then the firm must submit to ADOT a key personnel change request and propose a person of equal or higher value..

14. Right now the Stimulus bill might be ready in February instead of January 20. Do you if it will be earmarked out or through a formula?

We basically don't know at this time. We need to wait for the actual document to be produced.

15. The title of the SOQ proposal is Local Government. Will all these projects other than ADOT they will be all Local Government projects?

Yes, the intent of this project is cover the construction projects that are being sponsored by local agencies and not be ADOT. We are here to assist the local agencies so that can their fair share of projects.

16. During the project development or project assigned, how many progress meetings are required and how has to be a part of them?

It depends on the project. We will have to determine the exact number will be determined frequency during the discussions of the project assignment.

17. Is there a dollar value of the package?

We do not have this information right now. The amount will be determined in the Stimulus package.

18. Is there a DBE requirement for this contract?

DBE participation is not a part of the selection criteria.

ADOT still encourages the use of DBE whenever possible.

19. Do we expect the design to follow the normal Stage I, II and III process or will a modified process be allowed?

Due to the time constraints, we may need to re-invent the development process on some situations in order to get the process out within the specified timeframes.

20. One of the major problems that ADOT is having right now is trying to get the projects reviewed. Will the MC be asked to help with the review or is ADOT trying to get additional staff reviewers?

ADOT is taking steps to increase the number of technical reviewers. The scope of work allowed technical support if required.

As far as project development goes, we are going to rely on the teams to provide reviewers on behalf of ADOT to make sure that the projects meet Federal requirements but also fit local agencies and/or local preferences.

21. How is ADOT going to treat the self certified communities/local agencies?

If the local agencies requests ADOT assistance, ADOT will provide assistance.

22. In the past, ADOT had allowed the firm that design can also participate in the construction administration is selected? How will it be handled through this MC contract?

Addendum No. 2 allows ADOT the option of having the MC design and if ADOT requests to also have this firm provide the construction administration services on the same project.

23. Are airports included in the Economic Stimulus Program?

No, they will not be included in this contract. We are going to be concentrating on highway construction projects.

24. If ADOT is selecting 5 teams, is the State going to be divided into 5 regions or areas. How will the work be assigned?

Firms will be selected via a qualification based selection process. Based on the rank order and potential value of the contract, ADOT will assign the teams to each region/area..

25. Are there going to be design build projects in the Stimulus Program?

We do not anticipate any design build projects under this program.

26. Is the Department going to purchase right of way?

It depends on the project requirements. Most of the projects selected for the program should have all the clearances and very close to meeting all the clearances.

27. I would like to know about the Audit requirements. What is required?

Since the MC contract is an ADOT projects, the selected firms and subconsultants will need to meet ADOT audit requirements.

Most firms have done previous work with ADOT are familiar with the audit process and required documents that need to be submitted to audit.

If you are a new firm to ADOT, we will make every effort to get you on board as soon as possible.

28. It appears to be a fast track process, how will the fees or bonding the local agencies need to establish?

We are not sure at this time if the Department may continue to require the bonding or may waive the bonding depending on the situation.

29. Sometime local agencies are required to match Federal funds, what happens if the cities can not match funds?

We are not certain at this time. We need to wait for the Economic Stimulus document to know what the requirements are.

30. How will ADOT handle IGAs that need to be in place?

The scope of work does contain language that gives ADOT the option to have the MC to assist ADOT's in preparing IGA following ADOT's process. The MC will need to coordinate this type of work with ADOT's JPA Branch and the ADOT PM.

31. If the local agency already has a designer under contract, what role will ADOT and MC have How will ADOT handle IGAs that need to be in place?

The MC will act as like a Project Manager on behalf of ADOT and getting that designer through the process and providing the reviews to make sure that the projects meets Federal requirements to be eligible for Federal funding

ADOT does not have adequate staff to perform this task. Looking for MC to manage the process.

32. Does ADOT have a list of projects that will be under the program?

We don't have a list as of this date. The list is under development.

Some projects are ready to go and some that close. There may be some projects that would take much effort to design at all i.e. mill and overlay. The MC may be requested to perform these design services.

33. Can subconsultants be on more than one team?
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Yes This MC was patterned similar to the VPMG MC contracts.